



VISAYAS
STATE UNIVERSITY

RESERVE OFFICERS' TRAINING CORPS UNIT

19 May 2025

DR ANDREW A MAZO

Director, Institute of Human Kinetics
Visayas State University

Greetings!

References:

- Standing Operating Procedure Number 04, HPA dated 22 September 2000;
- Radio message from COMPRCA with Cite Number HPAG9-ROTCAB-0403-039-25.
- IMPLAN 08 - Regional Annual Administrative and Tactical Inspection (RAATI) A.Y. 2024-2025, H8RCDG, RESCOM, PA dated 26 May 2025.

In accordance with the above references, please be informed that the Visayas State University - Reserve Officer's Training Corps Unit is preparing for the upcoming Regional Annual Administrative and Tactical Inspection (RAATI). This is a mandated yearly activity of the Reserve Command, Philippine Army that aims to measure the degree of administrative efficiency, training management proficiency, quality of training and education attained by the corps of cadets, and the extent of support provided by the school. It also intends to test the operational readiness of the ROTC unit and allow the cadets to experience the real meaning of basic soldiery

In this connection, we would like to request from your kind office the availability of the following to be utilized during the said event:

- **twenty (20) executive chairs**
- **two (2) pole stands**

Person of contact relative to this request is C/1CL REISHEY JOY P MIRAS with contact details: 0951-851-6499 / mirasreisheyjoy@gmail.com.

We hope that this request merits your consideration and approval. The VSU-ROTC Unit will always be grateful for the support that you will graciously provide.

Thank you very much and more power to your office!

Respectfully yours,

LEO ANGELO M LACABA
C/COL 1CL
Corps Commander, VSU-ROTCU



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